



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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December 2, 2004

IN REPLY PLEASE

REFER TO FILE: **PJ-1**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**WILLIAM STEINMETZ COUNTY PARK  
SENIOR CENTER RENOVATION AND EXPANSION PROJECT  
APPROVE PROJECT BUDGET  
AWARD CONSTRUCTION CONTRACT  
SPECS. 6627; C.P. 77098  
SUPERVISORIAL DISTRICT 4  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
THE INTERIM DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Approve the total project budget of \$1,455,454 for the William Steinmetz County Park Senior Center Renovation and Expansion Project detailed in Enclosure A.
2. Find that Braaksma Construction, Inc., is the apparent lowest responsive and responsible bidder, and award a construction contract to Braaksma Construction, in the amount of \$974,800 for the William Steinmetz County Park Senior Center Renovation and Expansion Project, funded by the General Fund, Community Development Block Grant funds, and State Proposition 40 Per Capita Grant funds, subject to the satisfactory and timely completion by the contractor of a baseline construction schedule for the project, and receipt by Public Works of acceptable and approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor.
3. Delegate to the Interim Director of Public Works the authority to determine, in accordance with the applicable contract and bid documents, whether the

contractor has satisfied the above conditions for contract award, and authorize the Interim Director to execute the construction contract, in the form previously approved by County Counsel, with Braaksma Construction, Inc., and establish the effective contract date.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will allow Public Works to proceed with construction of the William Steinmetz County Park Senior Center Renovation and Expansion Project.

On September 7, 2004, your Board adopted the plans and specifications and authorized advertising for construction bids. On October 19, 2004, six bids were received. Braaksma Construction, Inc., with a bid of \$974,800, which includes two additive bid alternates, is the apparent lowest responsive and responsible bidder.

The project consists of a 2,890 square-foot expansion of the existing 4,900 square-foot Senior Center, including an assembly room and restrooms, to provide additional senior recreational programs. In addition, the existing computer room will be expanded through renovation of the craft room, and the main entry doors will be replaced with automated doors. In addition, Parks and Recreation is recommending that the two additive bid alternates be included as part of the project:

- Constructing a five-foot wide concrete walkway around the ball fields
- Installing full height ceramic wall tile in the new restrooms

The bid from Braaksma Construction, Inc., is reasonable and consistent with the independent cost estimate obtained by Public Works prior to advertising for construction bids. Therefore, we are recommending that your Board award the contract to Braaksma Construction, Inc., for the base bid and two additive bid alternates subject to the satisfactory and timely completion by the contractor of a baseline construction schedule for the project, and receipt by Public Works of acceptable and approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor. The bid results are summarized in Enclosure B.

### **Implementation of Strategic Plan Goals**

These actions are consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Community Services as this is an investment in public infrastructure that will improve the quality of life for senior citizens in the unincorporated community of Hacienda Heights by offering a wide range of coordinated services responsive to their needs.

### **FISCAL IMPACT/FINANCING**

The recommended construction contract with Braaksma Construction is for \$974,800. In addition, \$97,480 (10 percent of the contract amount) has been allocated for change orders in the construction budget.

The total project cost, including plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$1,455,454, an increase of \$495,454 from the original project budget. The project schedule and budget summary are included in Enclosure A.

The project is funded from \$100,000 in Fourth District Capital Project net County cost and \$860,000 in Community Development Block Grant funds. In a related action on today's agenda, the Chief Administrative Office and Parks and Recreation are recommending that \$495,454 in State Proposition 40 Per Capita Grant funds under the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Bond Act of 2002 be allocated to fully fund the project. Upon approval of the related item, sufficient appropriation will be available in the current Fiscal Year 2004-05 Capital Projects Budget (C.P. 77098) to award this contract and an application will be submitted to the State for the funding.

### **Operating Budget Impact**

Based upon the scope of the improvements, planned program expansions and current salary and employee benefit costs, Parks and Recreation anticipates one-time startup costs of approximately \$58,715 for furnishings and additional computer equipment for the expanded Senior Center. Parks and Recreation estimates an additional \$148,034 in ongoing operational and maintenance funding, which includes \$102,189 for salaries and employee benefits for recreation staff, and \$45,845 for utilities, maintenance contract service increases, recreation supplies, irrigation supplies, and for computer lab operations and maintenance, including Internal Services Department server

maintenance fees, software license renewals, internet filtering and anti-virus subscriptions.

Based on the current project schedule, one-time and ongoing operating costs would be incurred beginning in Fiscal Year 2005-06 and will be submitted by Parks and Recreation as part of its Budget Request to the Chief Administrative Office. The CAO will review the operating requirements and available funding as part of the budget and make a final recommendation to your Board at that time.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, Braaksma Construction is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Braaksma Construction is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

On August 23, 2001, the Community Development Commission completed an amended Environmental Assessment for the Senior Center addition in compliance with NEPA.

On September 7, 2004, your Board found the project to be categorically exempt under CEQA.

### **CONTRACTING PROCESS**

On September 7, 2004, your Board adopted the plans and specifications for the project and authorized advertising for bids. As indicated in the previous Board letter, an independent estimate placed the project's current construction cost at \$985,000 (not including the two additive bid alternates). On October 19, 2004, six bids were received for the project. Braaksma Construction, with a total bid of \$974,800, including \$890,000 for the base bid and \$84,800 for the two additive bid alternates, was the lowest responsive and responsible bidder meeting the criteria adopted by your Board. The bid results are summarized in Enclosure B.

As requested by your Board on February 3, 1998, this contract opportunity was listed on the "Doing Business with Us" website as shown in Enclosure C.

Braaksma Construction's Community Business Enterprise participation data and three-year contracting history with the County are on file with Public Works.

To ensure that the contracts are awarded to responsible contractors with satisfactory performance histories, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported by Braaksma Construction was considered before making this recommendation to approve execution of the contract.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Steinmetz Park, including the Senior Center, will remain open during the six-month construction duration, scheduled to begin in January 2005. However, access to the Senior Center and ball fields will be limited during construction. The computer classes will be temporarily discontinued, and the craft classes will be scaled back or relocated to other facilities within the park during construction.

The project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services and to maintain access to the park areas during construction.

The Honorable Board of Supervisors  
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Upon completion, the facility improvements and expansion will accommodate an increase to the number and size of senior citizen and recreation programs, and the expansion of the existing computer network. This includes additional computer workstations and increased security and information management tools to optimize performance and productivity for both new and existing computers, which will result in less downtime and faster repairs of virus infected computers.

### **CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Interim Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

RUSS GUINEY  
Interim Director of Parks and Recreation

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cc: County Counsel  
Department of Public Social Services (GAIN/GROW Program)  
Office of Affirmative Action Compliance

December 2, 2004

**ENCLOSURE A**

**WILLIAM STEINMETZ COUNTY PARK  
SENIOR CENTER RENOVATION AND EXPANSION PROJECT  
APPROVE PROJECT BUDGET  
AWARD CONSTRUCTION CONTRACT  
SPECS. 6627; C.P. 77098**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Construction Documents	05/15/04*
Jurisdictional Approvals	07/08/04*
Construction Award	12/14/04
Construction Start	01/05/05
Substantial Completion	09/01/05
Final Acceptance	11/14/05

\* Actual Completion Date

## II. PROJECT BUDGET SUMMARY

<b>Budget Category</b>	<b>Original Project Budget</b>	<b>Impact of this Action</b>	<b>Revised Project Budget</b>
Plans and Specifications	\$ 34,262	\$ 0	\$ 34,262
Plan Check	\$ 9,270	\$ 0	\$ 9,270
Construction			
Base Construction Contract	\$ 583,000	\$ 307,000	\$ 890,000
Additive Bid Alternates	0	84,800	84,800
Change Order Contingency	58,300	39,180	97,480
Total Construction	<u>\$ 641,300</u>	<u>\$ 430,980</u>	<u>\$ 1,072,280</u>
Equipment	\$ 0	\$ 10,000	\$ 10,000
Consultant Services	\$ 25,934	\$ 5,935	\$ 31,869
Miscellaneous Equipment	\$ 6,073	\$ 0	\$ 6,073
County Services	\$ 243,161	\$ 48,539	\$ 291,700
<b>TOTAL</b>	<b>\$ 960,000</b>	<b>\$ 495,454</b>	<b>\$ 1,455,454</b>



December 2, 2004

**ENCLOSURE B**

**WILLIAM STEINMETZ COUNTY PARK  
SENIOR CENTER RENOVATION AND EXPANSION PROJECT  
APPROVE PROJECT BUDGET  
AWARD CONSTRUCTION CONTRACT  
SPECS. 6627; C.P. 77098**

**BID SUMMARY**

**Description of Project**

The project consists of a 2,890 square-foot expansion of the existing 4,900 square-foot Senior Center, including an assembly room and restrooms, to provide additional senior recreational programs. In addition, the existing computer room will be expanded through renovation of the craft room, and the main entry doors will be replaced with automated doors.

**Bid Opening Date:**

October 19, 2004

**Bid Summary:**

The lowest bid was determined as the lowest total of the base bid plus two additive bid alternates.

<b>Contractor's Name</b>	<b>Lump Sum Bid<sup>1</sup></b>
Braaksma Construction, Inc.	\$974,800
Koam Construction, Inc.	\$1,024,800
AWI Builders	\$1,048,411
D and M Construction	\$1,179,755
EMAE International	\$1,257,500
BJ Development	\$1,543,870

<sup>1</sup>Bids include additive bid alternates

**Financial Information**

Public Works' fair construction cost estimate is \$985,000, not including the additive bid alternates.

December 2, 2004

**ENCLOSURE C**

**WILLIAM STEINMETZ COUNTY PARK  
SENIOR CENTER RENOVATION AND EXPANSION PROJECT  
APPROVE PROJECT BUDGET  
AWARD CONSTRUCTION CONTRACT  
SPECS. 6518; C.P. 77098**

**Bid Solicitation**

**Bid Number :** Specs. 6627  
**Bid Title :** William Steinmetz County Park Senior Center Renovation and Expansion Project  
**Bid Type :** Construction  
**Department :** Public Works  
**Commodity :** BUILDING CONSTRUCTION SERVICE, NON- RESIDENTIAL (OFFICE BLDG., ETC.)  
**Open Date :** 9/7/2004  
**Closing Date :** 10/19/2004 10:45 AM

**Notice of Intent to Award :** [View Detail](#)

**Bid Amount :** N/A

**Bid Download :** [Available](#)

**Bid Description :** The project consists of a 2,800 square-foot expansion of the existing 4,900 square-foot Senior Center, including an assembly room and restrooms, to provide additional senior recreational programs. In addition, the existing computer room in the Senior Center will be expanded through renovation of the craft room, and the main entry doors to the Senior Center will be replaced with automated doors. Public Works will hold a mandatory pre-bid conference at 10:00 a.m., Tuesday, September 28, 2004, at the project site located at 1545 South Stimson Ave., Hacienda Heights, CA 91745. The estimated construction cost is \$985,000.

**Amendment Date : 10/6/2004** Notice A

<b>Download Available</b>	Notice A	PDF	1091.56 K	<a href="#">nota.pdf</a>
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**Amendment Date : 10/8/2004** Notice B

<b>Download Available</b>	Notice B	WordPerfect	327.13 K	<a href="#">notB.wpd</a>
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**Amendment Date : 10/14/2004** Notice C

<b>Download Available</b>	Notice C	PDF	279.74 K	<a href="#">notc.pdf</a>
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**Amendment Date : 10/14/2004** Can be found under attachments

**Contact Name :** Montessa Duckett

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**Last Changed On :** 10/8/2004 11:22:21 AM